

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL RETREAT HELD ON  
SATURDAY, SEPTEMBER 19, 2020 AT 9 A.M. AT THE ABE MONTOYA RECREATION  
CENTER**

**MAYOR:** Louie A. Trujillo

**COUNCILORS:** David G. Romero  
Elaine Rodriquez  
Michael L. Montoya  
David A. Ulibarri, Jr.

**ALSO PRESENT:** William Taylor, City Manager  
Casandra Fresquez, City Clerk  
Scott Aaron, City Attorney  
Adrian Crespín, Chief of Police

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

Mayor Trujillo was grateful to all the staff who helped with the set-up for the Council Retreat all while considering social distancing and was thankful for the refreshments. Mayor Trujillo asked for guidance to act in the best interest of the citizens and to continue to work together and do good for the community.

Councilor Rodriquez asked for a moment of silence for Supreme Court Justice Ruth Bader Ginsburg who passed away on Friday.

Mayor Trujillo welcomed everyone to the Council Retreat and advised it was a long time coming and hoped to get a lot done.

**APPROVAL OF AGENDA**

Councilor Romero made a motion to approve the agenda as presented. Councilor Ulibarri Jr., seconded the motion. Mayor Trujillo asked for roll call. Roll Call Vote was taken and reflected the following:

|                    |     |                        |     |
|--------------------|-----|------------------------|-----|
| Elaine Rodriguez   | Yes | David G. Romero        | Yes |
| Michael L. Montoya | Yes | David A. Ulibarri, Jr. | Yes |

City Clerk Fresquez advised the motion carried.

**RETREAT PROGRAM**

1. Working together: Rules of Procedure and Decorum

Councilor Romero asked about changing how the roll call vote is taken.

Councilor Ulibarri Jr. spoke about public input being changed to allow the public to speak on matters that are not on the agenda.

Mayor Trujillo advised he was trying to prevent any type of unsolicited comments or slander against the Governing Body and if they have any concerns or comments they have access via email or telephone.

Councilor Ulibarri Jr., advised when the public calls the City they don't get an answer back or the phone is busy.

Councilor Montoya advised he agreed with the Mayor and the constituents have their phone numbers and email and can address those concerns during their Councilors reports.

Councilor Romero also agreed with the Mayor and suggested emailing the agenda to those who don't have access to the website.

Councilor Montoya recommended on Resolution 20-17 as a roll call procedure when someone is sworn in to testify that both persons stand up and raise their right hand.

Councilor Rodriguez also agreed with the Mayor and advised if they don't limit public input then it pushes back the business items on the agenda by hours. Councilor Rodriguez stated the City does a great job with communicating numbers as she gets calls from constituents and advised others have asked about the meeting being on a radio station since they have no access to the website.

Mayor Trujillo advised the meetings are broadcasted on Comcast's local channel and are on Youtube.

Councilor Romero advised City Manager Taylor and himself met with Christopher Gutierrez from West Las Vegas Schools and he stated they are in the process of hiring New Mexico Highlands radio station and possibly working with them.

City Manager Taylor advised when they go into executive session instead of making two separate motions by exiting and then reconvening, that the motions be combined.

## 2. Format for Council Agendas

Discussion took place regarding Councilor Montoya's draft agenda format.

Mayor Trujillo requested that the Mayor's Appointments/Reports and the Mayor's Recognitions/Proclamations be combined.

City Clerk Frequez recommended having the City Manager's Report and the Finance Report on the agenda once a month.

Mayor Trujillo recommended the department reports being more concise.

Discussion took place regarding the City Charter stating having two meetings per month but having City Attorney Aaron look into having one meeting in December and January.

City Clerk Fresquez advised as per the Mayor they could cancel a meeting if needed for the months of November and December.

Councilor Romero recommended moving public input after the approval of the agenda.

Discussion took place regarding the format of the minutes.

Councilor Rodriguez recommended shortening the minutes because they are lengthy and the constituents could always go back and watch the video.

Mayor Tujillo advised he is all for efficiency if the minutes have what is required by law.

Councilor Montoya recommended if any councilor wants the minutes in verbatim then they can suggest it.

Councilor Romero agreed with Councilor Montoya that when stated for the record, that information would be included in the minutes.

Discussion took place regarding if Council wanted the language for business items to remain approval/disapproval, only approval or just what the item topic.

Attorney Scott Aaron recommended that only the item be placed on the agenda so the Council could determine the action they wanted. Mayor and Council agreed.

Mayor Trujillo thanked City Clerk Fresquez and her department for all they do and advised the minutes are impeccable and timely and never has trouble getting documents and packets on time.

City Clerk Fresquez recommended that when a motion is made to go into executive session, the subject to be discussed shall be stated with reasonable specificity in the motion as per the Open Meetings Act.

Mayor Trujillo thanked Councilor Montoya for helping with the structure of the agenda.

### 3. Charter Commission

Mayor Trujillo briefly spoke about purchasing a 311 system where all calls or concerns would be monitored.

City Attorney Scott Aaron spoke about the recommendations for potential candidates for the Charter Commission Committee. City Attorney Aaron advised the City charter must be reviewed every ten years. City Attorney Aaron advised he spoke to Randy Van Vleck from the New Mexico Municipal League regarding suggestions for updating and modifying the City charter.

City Manager Taylor advised the process for the Charter Commission Committee is choosing one candidate that was recommended from each ward and the Governing Body would then approve or disapprove those that were recommended.

Councilor Montoya thanked Mayor Trujillo for picking City Attorney Aaron for handling the process of the Charter Commission and changes needed for the City Charter.

#### 4. Other Boards and Commissions' Vacancies

Loretta Martin Abreu spoke about revitalizing other boards, commissions and advisory committees and the process for filling those boards.

Mayor Trujillo suggested seeing what other municipalities were doing and to call the New Mexico Municipal League for more information.

Councilor Romero advised the terms under other boards, commissions and advisory committees states; the position is for four years and to make sure those that are still on the boards get their four years to serve.

City Manager Taylor recommended that all the boards, commissions and advisory committees have the same structure and bylaws.

Mayor Trujillo advised once he gets the recommendations for the boards, commissions and advisory committees he will take them to Council for approval.

City Attorney Aaron recommended an assessment be made on what the boards, commissions and advisory committees are expected to be doing.

Councilor Montoya advised the terms under other boards, commissions and advisory committees needs to be looked at and make sure those who are on boards, commissions and advisory committees are meeting regularly when they should be.

Councilor Romero suggested also opening up the recommendations for the boards, commissions and advisory committees to the public so they can recommend people and also have the youth involved.

Discussion took place regarding looking at both the City Charter and the Municipal Code so they could be consistent, adding an Economic Development board and focusing on the current boards first.

Mayor Trujillo recommended concentrating on the boards, commissions and advisory committees that are in the City Charter and then looking at others that could be beneficial.

#### 5. City Organization with Organizational Charts

Human Resource Director Donna Castro gave a presentation regarding Organizational Charts for each department.

City Manager Taylor spoke about a Community Services Director and the Public Works and Streets departments being under the Utilities department.

Councilor Montoya agreed with City Manager Taylor.

Mayor Trujillo thanked City Manager Taylor for all his hard work and keeping the departments going.

Councilor Romero spoke about it being too much for so many departments being under the Utilities department.

Discussion took place regarding the Managers stepping in when a Director is unavailable.

Councilor Montoya agreed with joining the Public Works and Streets department with the Utilities department.

Discussion took place regarding the maintenance of vehicles, job descriptions, the drug testing policy and combining the City's job application and the Police departments job application.

Councilor Montoya asked how many employees are within the City of Las Vegas and how many vacancies there were.

HR Director Castro advised there were 236 employees and possibly 10 or more vacancies.

Discussion took place regarding the Region IV Task Force.

Councilor Rodriguez was concerned with names not on the Organizational charts but City Manager Taylor advised all the names and job titles are listed on the City's website under the different departments.

#### 6. Capital Projects: Planning and Coordination

Community Development Director Bill Hendrickson gave an update about all the Capital Projects and the progress on the new City Hall.

Mayor Trujillo suggested moving the Executive Office to the new City Hall.

City Manager Taylor advised the Police Chief suggested the PD move there also and suggested taking a comprehensive look at other City buildings to move around.

Discussion took place regarding forming a legislative council made up of all entities.

Councilor Romero advised following the ICIP projects and the asset management plan.

#### 7. Utilities Report

Utilities Director Maria Gilvarry gave a brief discussion regarding the Solid Waste Department, illegal dumping and the addition of other trash containers.

Discussion took place regarding illegal dumping, the length of overgrown weeds, improving on informing the public, the littering ordinance for the City of Las Vegas, the possibility of contracting with Waste Management, staffing issues and Capital Projects for Mountain View Drive for effluent water for soccer fields and sidewalks.

#### 8. Public Works Report

Utilities Director Gilvarry gave a lengthy discussion regarding Sandbar Construction doing street striping, filling of potholes and repairs throughout the town, the use of crack seal to prevent potholes, different equipment needed, speed humps, speeding and the noise ordinance, the adoption and maintenance of medians, Street Projects, and Capital Projects.

#### 9. Parks and Recreation

Parks and Recreation Director Stephen Aragon gave a lengthy discussion regarding reviving recreation programs such as the swimming pool, staffing, rebranding the recreation center to make it look updated, exchange of property with NMHU at the corner of Mills and Grand Avenue, exchange of property with PNM by the Riverwalk, various park improvements throughout the town, improvements at the pond for an ice skating rink, equipment needed such as lawn mowers, and weed eaters and a shop needed for vehicles and equipment.

#### 10. Community Development

Community Development Director Bill Hendrickson gave a lengthy discussion regarding an update on the CARES funding small business application, application for the EPA grant to revive tourism after COVID-19, events within the community such as a blood drive, a birthday parade, Crop Walk, weddings at the Plaza Park, 720th departure, and public safety during events, concerns with filming in Las Vegas and a more centralized location for both Farmers' Markets.

#### 11. Policy Issues

Police Chief Adrian Crespín gave a brief discussion regarding the relationship between the Police Department and the community, a new camera system and hot spots for officers and their vehicles, patrolling on the Riverwalk, necessary equipment, Animal Control Officers, and Public Service Aides.

Mayor Trujillo suggested Police Officers engage more with the community by walking around certain areas of the town and to have a ride along with the officers.

Councilor Montoya thanked Police Chief Crespin for his services.

Mayor Trujillo gave a brief explanation regarding Vecinos Juntos' first project to paint the town.

Councilor Romero spoke about ways to generate revenues for public safety to help keep officers at the Police Department.

Councilor Ulibarri thanked everyone for the council retreat.

Mayor Trujillo suggested having a half day session in March to discuss any updates and also thanked everyone for being there at the council retreat.

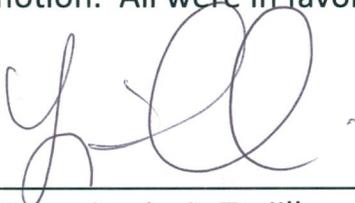
City Manager Taylor acknowledged the Fire Department.

**EXECUTIVE SESSION**

There was no need for executive session.

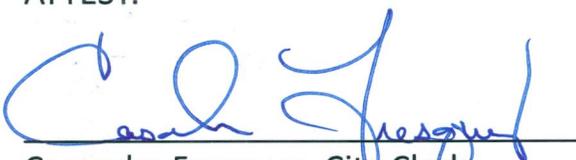
**ADJOURN**

Councilor Montoya made a motion to adjourn. Councilor Ulibarri Jr., seconded the motion. All were in favor of adjourning.



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Mayor Louie A. Trujillo

ATTEST:



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Casandra Fresquez, City Clerk